



Effective July 1, 2019

Facility Rental Fees

Planning a party, reception, or meeting at a City of Belmont Facility?
Below is an easy reference guide for our rentals, pricing, and facility equipment available.

There is a \$33 non-refundable processing fee with every reservation request.

TWIN PINES SENIOR AND COMMUNITY CENTER (Max. 250)	
Resident: \$210 per hour \$400 refundable deposit (optional) \$125 alcohol permit fee (optional) \$160 cleaning fee	Non-Resident: \$285 per hour \$400 refundable deposit (optional) \$125 alcohol permit fee (optional) \$160 cleaning fee

TWIN PINES LODGE BUILDING (Max. 125)	
Resident: \$135 per hour \$400 refundable deposit (optional) \$125 alcohol permit fee (optional) \$150 cleaning fee	Non-Resident: \$200 per hour \$400 refundable deposit (optional) \$125 alcohol permit fee (optional) \$150 cleaning fee

TWIN PINES MANOR HOUSE (Max. 70)	
Resident: \$140 per hour \$550 refundable deposit (optional) \$125 alcohol permit fee (optional) \$160 cleaning fee	Non-Resident: \$205 per hour \$550 refundable deposit (optional) \$125 alcohol permit fee (optional) \$160 cleaning fee

TWIN PINES COTTAGE (Max. 35)	
Resident: \$80 per hour \$300 refundable deposit (optional) \$125 alcohol permit fee (optional) \$100 cleaning fee	Non-Resident: \$95 per hour \$300 refundable deposit (optional) \$125 alcohol permit fee (optional) \$100 cleaning fee

BELMONT SPORTS COMPLEX CONFERENCE CENTER (Max. 170)	
Resident: \$155 per hour \$400 refundable deposit (optional) \$125 alcohol permit fee (optional) \$160 cleaning fee	Non-Resident: \$220 per hour \$400 refundable deposit (optional) \$125 alcohol permit fee (optional) \$160 cleaning fee

Non-Profit Organizations/Commercial/Business

Must make special arrangements with facilities coordinator.

Private Parties, Receptions, Meetings and Other Social Gatherings

1. Belmont residents may reserve City facility site up to twelve (12) months in advance Friday - Sunday; six (6) months in advance Monday - Thursday.
2. Non-residents may reserve a City facility site up to ten (10) months in advance Friday - Sunday, five (5) months in advance Monday - Thursday.

Refunds and Change of Date Fees

Deposit refunds will be granted only if the cancellation is made at least one hundred twenty (120) days prior to the event to allow for scheduling of other events. Reservations cancelled less than one hundred twenty (120) days prior to the event will lose their deposit. We do offer a \$50 change of date fee if you would like to reschedule your event. Written or email notification is required.

Responsibilities for Permittee:

1. Assumes liability for the event.
2. Makes payment for the rental fees.
3. Acts as liaison with City staff regarding facility set-up and coordination.